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## MEMO

**TO:** Prevention Partnership Providers and  
Local Public Health Units

**FROM:** Abbi Pierce, MPH  
VFC Manager

**RE:** New Vaccine Return and Wastage Process

**DATE:** July 17, 2014

The reporting of vaccine returns and wastage to the North Dakota Immunization Program will be changing this summer. Currently, providers submit paper or online return and wastage forms to the North Dakota Department of Health (NDDoH). The NDDoH then reviews them and enters them into CDC's vaccine ordering system called VTrckS. Providers then receive a packing slip from the NDDoH and a pre-paid shipping label from McKesson in the mail.

Starting August 18, 2014, providers must place all NDDoH vaccine returns and/or wastages in the North Dakota Immunization Information System (NDIIS). Returns and wastages will still be reviewed by the NDDoH and then electronically uploaded to VTrckS. The new vaccine return and wastage module is found within the vaccine ordering module in NDIIS. Vaccine returns and wastage functionality in the NDIIS was previously located in lot distribution. A vaccine return is defined as any nonviable vaccine that needs to be returned to McKesson (i.e., expired doses or vaccine involved in a temperature excursion). A vaccine wastage is nonviable vaccine that is not able to be returned to McKesson (i.e., vaccine drawn into a syringe but not administered or a partially used multi-dose vial). All vaccine must be reported to the NDDoH within six months of it becoming nonviable.

The NDDoH went live with the new vaccine return and wastage system in NDIIS on Monday, June 30th, but will enter vaccine returns and wastages into NDIIS on behalf of providers until August 18, 2014. Providers may utilize the new vaccine return and wastage system at any time and can begin using it immediately, but are not required to until August 18th.

Providers may continue to mail, fax, or submit online vaccine return and wastages up through Friday, August 15th. On August 18, 2014, the paper vaccine return and wastage and online forms will be removed from the NDDoH Immunization Program website. Starting Monday, August 18th, all vaccine return and wastages must be placed by providers in NDIIS. After this date, the NDDoH will not accept faxed, mailed or online vaccine return and wastages.

When returning vaccine through NDIIS, providers will be able to see when their return or wastage has been submitted to the CDC, as well as, receive an email when their packing slip is ready to be printed from NDIIS.

A web-based training on how to enter vaccine returns and wastage is currently available on NDDoH's website at [www.ndhealth.gov/Immunize/NDIIS/Training.htm](http://www.ndhealth.gov/Immunize/NDIIS/Training.htm). NDDoH recommends that the primary and secondary contact for each facility view the training. A step-by-step manual will also be posted to the NDDoH's website at [www.ndhealth.gov/Immunize/NDIIS/Training.htm](http://www.ndhealth.gov/Immunize/NDIIS/Training.htm).



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Please feel free to contact the NDDoH Immunization Program with any questions or concerns at 701.328.3386 or toll-free at 800.472.2180.